



New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date:
Volume:	X	Forms	
Chapter:	A	Forms	6-4-2012
Subchapter:	1	Forms	
Issuance:	14.176	CP&P Form 14-176, Putative Father Letter	

Click here to view, complete, and print the CP&P Form [14-176](#), Putative Father Letter.

WHEN TO USE IT

After adoption is determined to be the case goal, use the CP&P Form [14-176](#) to:

- Locate the "named" putative father;
- Request his cooperation; and
- Determine any interest he may have in planning for the child.

HOW TO USE

The child's assigned Worker prepares 3 copies of the form on Local Office letterhead for each "named" putative father using the template in the on-line Forms Manual (11-20).

Send the letter during the preliminary search to any putative father "named" by the birth mother by regular and certified mail with a return receipt requested. Include a self-addressed, stamped, or pre-metered envelope for a response.

Note: If the mother does not provide enough information to contact the putative father, contact all men in the State with the name given by the mother or similar names. If no response is received within 20 days of receipt of the letter from the "named" putative father, the Office of Adoption Operations concludes that either the recipient:

- Is not the father of the child, or
- That he has no interest in planning for the child and has no objections to the Division's proceeding with placement of the child for adoption.

The signed receipt is evidence that the "named" putative father had notice of CP&P action. Note: Inquiries sent out-of-state have a 35 day time limit for a response.

TIPS FOR COMPLETING THE FORM

After you enter the child's full name or the father's full name in the first appropriate text boxes, the names will then pre-fill in the subsequent text boxes throughout the remainder of the form. You will see the prefilled names when you click on "Print Preview."

DISTRIBUTION

Original	-	Putative father, include a self-addressed, stamped or pre-metered envelope
Copy	-	Putative father, include a self-addressed, stamped or pre-metered envelope
Copy	-	Child's case record